

Hours statement

Bakery website support - Northfield Bakery
Billing cycle 2026-07-01 to 2026-07-31

What we did

This period we covered the following. Support work took 2 hours (Looked into delayed email delivery). Bug fix work took 2 hours (Fixed a slow product page). Development work took 1.5 hours (Added an opening-hours block to the site). Meeting work took 2.3 hours (Prepared the monthly summary; Planning call for next month). Design work took 0.5 hours (Revised the homepage mockup after feedback). Content work took 0.5 hours (Wrote product descriptions).

Date	What happened	Time	Balance
	Opening balance		7 h 48 m
2026-06-02	Time logged - Support requests	-1 h 45 m	6 h 3 m
2026-06-04	Time logged - Content updates	-1 h	5 h 3 m
2026-06-10	Time logged - Site development	-1 h 15 m	3 h 48 m
2026-06-15	Time logged - Design work	-45 m	3 h 3 m
2026-06-15	Time logged - Admin and planning	-18 m	2 h 45 m
2026-06-24	Time logged - Meetings and calls	-2 h	45 m
2026-06-30	Time logged - Bug fixes	-45 m	0 m
2026-07-01	Hours added for the cycle	10 h	10 h
2026-07-31	Hours expired - Hours expired	-1 h 12 m	8 h 48 m
	Closing balance		8 h 48 m